

MINUTES of a Regular Meeting of the **SOMERSET COUNTY PARK COMMISSION** held August 20, 2020 at 3:30 P.M. at Somerset County Park Commission Headquarters, 355 Milltown Road, Bridgewater, NJ.

The Pledge of Allegiance was led by Vice President Hunsinger.

This is a Regular Meeting of the Somerset County Park Commission, and adequate advance notice of this meeting has been provided by publication in The Courier News on November 21, 2019 and the Star Ledger on November 22, 2019. Notice was also posted on the bulletin board at the entrance in the Somerset County Park Commission Headquarters and filed with the Somerset County Clerk, in compliance with the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. and Ch. 11, Public Laws of 2020.

Park Commission Counsel, Eric Bernstein added that in light of COVID-19 mandates, this meeting was made open to the public and social distancing measures were in place. Park Commission Headquarters were unlocked and “Building Closed” signs were removed from the entryway.

Vice President Hunsinger called the meeting to order.

Roll Call:

PRESENT

Paul Drake*
Helen Haines*
DJ Hunsinger
Jim Leonard*
Scott Ross*
Melonie Marano*
Freeholder Liaison -alt

ABSENT

Mark Caliguire
Doug Ludwig
Kevin McCallen
Dot Paluck

Other staff members present were:

Geoffrey Soriano, Secretary-Director
Janine Erickson, Executive Assistant
Pierce Frauenheim, Dep. Dir., Park Ops.

Cindie Sullivan, Asst. Director
Dina Trunzo, Adm, Leisure & Comm
Services
Donna Umgelter, Administrator, HR

*Participated via video conference. In light of the current COVID-19 mandates, Commissioners, Counsel, Public Relations, and Senior Management staff were asked to participate in this meeting remotely.

Also in attendance via video conference: Eric Bernstein, Legal Counsel and Rich Reitman, Public Relations.

Members from the public in attendance:

Terry Heide, Gillette NJ

Nancy J. Williams, Basking Ridge, NJ

Marjorie Gill, Raritan, NJ

Ellyn Shain, Bernardsville, NJ

Jean Stamey Whitmore, Meyersville, NJ

Robin & Laurel Gehringer, Basking Ridge, NJ

Bonnie & Lisa Deo, Warren, NJ

Barbara Smith, Basking Ridge, NJ

Robert Lloyd, Pottersville, NJ

Tom & Colin Pryma, Summit, NJ

Anthony & Artemisia Leo, Bridgewater, NJ

OPEN MEETING FOR PUBLIC COMMENT

Members from the public spoke in support of keeping Lord Stirling Stable open and under the management of the Park Commission. Members voiced concern over consideration of the privatizing the management of the Stable.

Robert Lloyd and Tom Pryma requested extension of their hunting license which will expire on August 31, 2020. Director Soriano reiterated to Mr. Lloyd that the Park Commission is in violation of a provision in the N.J. Green Acres regulations which states that properties cannot be licensed to hunt clubs for exclusive use. Until a resolution to the requirements of the DEP and Department of Fish and Wildlife are satisfied, the Park Commission cannot re-bid expiring hunt licenses at this time.

APPROVAL OF THE MINUTES

Vice President Hunsinger called for the approval of the minutes of the Regular meeting held on July 16, 2020. Moved by Commissioner Ross; seconded by Commissioner Drake. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, and Ross. NAYES: None. ABSENT: Commissioners Ludwig, McCallen, Paluck, and President Caliguire.

APPROVAL OF BILLS FOR PAYMENT

A motion to accept Resolution R20-157 to adopt the 2020 Budget was moved by Commissioner Haines; seconded by Commissioner Ross. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard and Ross. NAYES: None. ABSENT: Commissioners Ludwig, McCallen, Paluck and President Caliguire.

Resolution R20-157– Adopting 2020 Budget

Resolution adopts 2020 Operating Budget.

Director Soriano stated that the Finance and Budget committee met last week to review the proposed 2020 budget. The Park Commission worked closely with Treasurer, Nick Trasente and Deputy Director of Fiscal Operations, Chris Hart to develop this year's budget. Departments were asked to cut \$2.1million of their expense budget at the onset of the COVID pandemic to avoid layoffs and furloughs and to make ends meet. The Park Commission, through the success of golf revenues, is on target to cover those reductions. Next month, Director Soriano will evaluate the current operating expenses and will ask departments to look at their operating budgets for further reductions that can be taken if needed. The goal is to keep staff employed and get through 2020. Commissioner Haines thanked the Freeholders for their contribution to the Park Commission budget.

The following Bills for Payment resolutions were moved by Commissioner Leonard; seconded by Commissioner Ross. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, and Ross. NAYES: None. ABSENT: Commissioners Ludwig, McCallen, Paluck, and President Caliguire.

Resolution R20-158 – Payment of Claims

Resolution authorizes payment of claims in the amount of \$2,689,223.18 comprised of Claims in the amount of \$889,411.43, Other Expenses in the amount of \$623,017.70, and Salaries and Wages in the amount of \$1,176,794.05 for the period of July 16, 2020 through August 19, 2020.

Resolution R20-159 – Refund of Recreation Fees

Resolution refunds recreation fees.

Resolution R20-160 – Payment of Confirming Orders

Resolution authorizes the payment of confirming orders totaling \$1,735.12.

Resolution R20-161 – Authorizing Additional Funding for Previously Awarded Contracts (Leisure Services)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-162 – Authorizing Additional Funding for Previously Awarded Contracts (Golf)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-163 – Authorizing Additional Funding for Previously Awarded Contracts (Administration)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-164 – Authorizing Additional Funding for Previously Awarded Contracts (Park Operations)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-165 – Authorizing Additional Funding for Previously Awarded Contracts (Pending Requisitions)

Resolution authorizes additional funds for previously awarded contracts.

Resolution R20-166 – Amending and Cancelling Certification of Funds for Previously Awarded Contracts

Resolution cancels and amends certification of funds for previously awarded contracts.

DIRECTOR'S REPORT

Director Soriano submitted a report for the month of July 2020.

COMMISSION CORRESPONDENCE

1. Letter received from the Woskey family of Bridgewater Township thanking Park Rangers Phil, Alex, Daniel, Evan, Kyle, and Sarah who were dispatched on June 22 to Washington Valley Park to help locate missing resident, Michael Woskey. Mr. Woskey was later found drowned in the reservoir.
2. Dina Trunzo, Administrator Leisure and Community Services, was featured in the July 23, 2020 NRPA blog post where she spoke of a positive outcome that behavior reward system had on a therapeutic recreation participant who was on the autism spectrum. The system enabled the participant to withstand the use of wearing shin splints and thus play soccer on a team with her twin sister.

CONSENT AGENDA

RESOLUTIONS

The following resolutions were moved by Commissioner Drake; seconded by Commissioner Ross. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, and Ross. NAYES: None. ABSENT: Commissioners Ludwig, McCallen, Paluck, and President Caliguire.

Resolution R20-167 - Awarding Contract to Furnish and Deliver Two (2) Freestanding Pergola Construction Kits

Resolution awards contract to Hahr Construction Co. with cost not to exceed \$29,800.00.

Resolution R20-168 - Awarding Contract for the Purchase and Delivery of Eight (8) Custom Solid Teak Benches

Resolution awards contract to Safety Down Under, Inc. with cost not to exceed \$8,037.00.

Resolution R20-169 - Awarding the Contract for the Purchase and Delivery of Perennial Garden Bulb Materials

Resolution awards contract to Belle Mead Co-op, Northern Nurseries of NJ, and SiteOne Landscape Supply with cost not to exceed \$40,418.78.

Resolution R20-170 – Authorizing use of County Contract for Landscape Chemical Treatment and Fertilization

Resolution authorizes service from TruGreen with cost not to exceed \$3,071.00.

Resolution R20-171 – Authorizing use of County Contract for the Purchase of Road Materials

Resolution authorizes purchases from Stavola Companies. Authorization of funds was not requested at this time.

Resolution R20-172 – Authorizing use of Morris County Cooperative Pricing for the Purchase of Landscaping Materials and Supplies

Resolution authorizes purchases from Grass Roots Turf; Nutrien AG Solutions, Ben Shaffer Recreation, Birds Bees and Trees Landscaping, Britton Industries, Fibar System, Levitt's LLC, and SiteOne with cost not to exceed \$1,000.00.

Resolution R20-173 – Authorizing use of Morris County Cooperative Pricing for the Purchase of Lumber, Insulation, Hardware and Paint Supplies

Resolution authorizes purchases from Continental Hardware, Inc, Extech (dba Liberty Building Products), Park Union Lumber Co, and Sherwin Williams with cost not to exceed \$100.00.

Resolution R20-174 – Authorizing use of Educational Services Commission for the Purchase of Grounds Equipment

Resolution authorizes purchase from Cherry Valley Tractor Sales with cost not to exceed \$1,023.84.

Resolution R20-175 – Authorizing use of County Contract for the Purchase of Automotive and Light Duty Truck Aftermarket Parts

Resolution authorizes purchases from PDQ Auto Supply; D&B Auto Supply; IEH Auto Parts LLC (dba Auto Plus Auto Parts); DFFLM LLC (dba Motor Right Auto Parts); Garwood Auto Parts Inc.; Joy Automotive Products Inc.; One Source of NJ; Parts Authority LLC; Read Auto Parts Co.; Jasper Engine; Re-Tron Technologies; Ross Equipment; Acme Diesel Electrica Co. Inc.; and Fred Beans Parts with costs not to exceed \$24,000.00.

Resolution R20-176 – Awarding Second Year of a Five-Year Contract for Installation and Maintenance for Enhanced Inter-Facility Wide Area Network Ethernet Connectivity

Resolution awards contract to Verizon Business Networks (dba Verizon Business Services) with cost not to exceed total annual price of \$217,866.12.

COMMITTEE REPORTS

CFO's Report

Commissioner Ross, Chair of the Committee, submitted a report for the month of July 2020.

HUMAN RESOURCES

Commissioner Leonard, Chair of the Committee, submitted a report for the month of July 2020.

LEISURE SERVICES

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of July 2020.

GOLF MANAGEMENT

Commissioner Paluck, Chair of the Committee, submitted a report for the month of July 2020.

INFORMATION MANAGEMENT

Commissioner McCallen, Chair of the Committee, submitted a report for the month of July 2020.

VISITOR SERVICES

Commissioner Ross, Chair of the Committee, submitted a report for the month of July 2020.

Assistant Director Sullivan thanked Park Ranger staff and Park Operations staff for their assistance with managing park patrons violating park guidelines.

PROPERTY MANAGEMENT

Director Soriano will endeavor to address the issue with the licensing of hunt parcels with the DEP.

PLANNING AND LAND ACQUISITION

Commissioner Haines, Chair of the Committee, submitted a report for the month of July 2020.

CAPITAL FACILITIES – CONSTRUCTION and ENGINEERING

Commissioner McCallen, Chair of the Committee, submitted a report for the month of July 2020.

PARK MAINTENANCE & HORTICULTURE

Commissioner Hunsinger, Chair of the Committee, submitted a report for the month of July 2020.

AUDIT COMMITTEE

There was no report from the Audit Committee

FREEHOLDERS REPORT

Freeholder Marano echoed Assistant Director Sullivan's comments regarding the dedication of staff to dealing with issues at the park locations. Freeholder Marano also stated that a request was made at a recent Freeholder Meeting to consider a community garden at Lord Stirling Stable.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

EXECUTIVE SESSION

Resolution R20-177 – Adjourning into Closed Session

Resolution adjourning into closed session at 4:40 p.m. in accordance with the Sunshine Law, Chapter 321, P.L. 1975 (N.J.S.A. 10:4-6, et seq.) to discuss a matter involving update of conditions at Washington Valley Park. MOVED BY: Commissioner Haines; seconded by: Commissioner Drake. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, and Ross. NAYES: None. ABSENT: Commissioners Ludwig, McCallen, Paluck, and President Caliguire.

Upon the completion of the Closed Session, Counselor Bernstein stated that with the assistance of the County Sheriff department and local law enforcement, behavior in violation of park rules has been mitigated at Washington Valley Park and that consideration of further action is not warranted at this time.

Seeing no further business, a motion to adjourn the meeting at 5:05 P.M. was moved by: Commissioner Haines; seconded by: Commissioner Ross. YEAS: Commissioners Drake, Haines, Hunsinger, Leonard, and Ross. NAYES: None. ABSENT: Commissioners Ludwig, McCallen, Paluck, and President Caliguire.

Respectfully submitted,



Geoffrey D. Soriano
Secretary-Director



Janine Erickson
Executive Assistant